

Input Sheet for City Budget Workbook

Enter city name ("City of ____"): City of Manchester
 Enter county name followed by "County": Dickinson County

Enter year being budgeted (YYYY): 2019

CPI Percentage - 5 Year Average 1.40%

CPI Percentage - Preceding Year 1.40%

Enter the following information from the sources shown. This information will flow throughout the budget worksheets to the appropriate locations.

Note: All amounts are to be entered as whole numbers only.

The input for the following comes directly from the 2018 Budget, Certificate Page:
 If amended, then use the amended figures.

Fund Names:	Statute	<u>2018</u>	<u>2017</u>
		Expenditures	Ad Valorem Tax
General	12-101a	26,700	5,696
Debt Service	10-113		
Library	12-1220		
Fund name for all funds with a tax levy:			
Total Ad Valorem Tax Levy Funds for 2018 Budgeted Year			5,696

Other (non-tax levy) fund names:

Special Highway	5,000
Water	24,200
Sewer	9,500
Dog	110

Single No Tax Levy Fund:

Total Expenditures for 2018 Budgeted Year

Non-budgeted funds:

1	Street Improvement
2	Water Tower
3	
4	
5	

The input for the following comes directly from the 2018 Budget, Budget Summary Page

	2016 Tax Rate (2017 Column)
General	32.819
Debt Service	
Library	
0	
0	
0	
0	
Total	32.819

Total Tax Levied (2017 budget column)	5,696
Assessed Valuation (2017 budget column)	172,442

Note: All amounts are to be entered as whole numbers only.

From the County Clerk's Budget Information

Total Assessed Valuation for 2018	175,750
New Improvements for 2018	0
Personal Property - 2018	1,606
Territory Added: (Current Year Only)	
Real Estate	0
State Assessed	42,932
New Improvements	0
Property that has changed in use for 2018	0
Personal Property - 2017	1,633
Expiration of Property Tax Abatements	0
Gross earnings (intangible) tax estimate for 2019	0
Neighborhood Revitalization	0

Actual Tax Rates for the 2018 Budget:

Fund	Rate
General	32.819
Debt Service	
Library	
0	
0	
0	
0	
Total	32.819

Final Assessed Valuation from the November 1, 2017 Abstract 173,560

From the County Treasurer's Budget Information - Budget Year Estimates

Motor Vehicle Tax Estimate	1,534
Recreational Vehicle Tax Estimate	44
16/20 M Vehicle Tax Estimate	0
Commercial Vehicle Tax Estimate	0
Watercraft Tax Estimate	3
LAVTR	0
City and County Revenue Sharing	0

Computation of Delinquency

Actual Delinquency for 2016 Tax - (e.g. rate .01213 = 1.213%; key in 1.2)

Delinquency % used in this budget will be shown on all fund pages with a tax levy** 3.0%

****Note:** The delinquency rate can be up to 5% more than the actual delinquency rate from the previous year.

From the League of Municipalities' Budget Tips (Special City and County Highway Fund)

2019 State Distribution for Kansas Gas Tax	2,630
2019 County Transfers for Gas***	0
Adjusted 2018 State Distribution for Kansas Gas Tax	2,620
Adjusted 2018 County Transfers for Gas***	0

*****Note:** Only used when a portion of the County monies are distributed to the Cities under the provisions of

K.S.A. 79-3425c

From the 2017 Budget Certificate Page

Funds	2017 Expenditure Amounts Budget Authority
General	26,775
Debt Service	
Library	
0	
0	
0	
0	
Special Highway	3,000
Water	16,200
Sewer	8,500
Dog	110
0	
0	
0	

Note: If the 2017 budget was amended, then the expenditure amounts should reflect the amended expenditure amounts.

This tab will put the date and time and location of the budget hearing on the Budget Summary page. Also, provide the location where as the budget can be reveiwed. Please input information in the green areas.

Official Name:

Official Title:

Date:

Time:

Location:

Available at:

Must be at least 10 days between date published and hearing held.
Latest date for notice to be published in your newspaper: July 28, 2018

January

February
March
April
May
June
July
August
September
October
November
December

Examples

Official Title: City Clerk, City Treasurer, Mayor

Date: August 12, 2010

Time: 7:00 PM or 7:00 AM

Location: City Hall

Available at: City Hall

July

J7

July 28, 2018

7

28

2018

2019

CERTIFICATE

To the Clerk of Dickinson County, State of Kansas

We, the undersigned, officers of

City of Manchester

- certify that: (1) the hearing mentioned in the attached publication was held;
(2) after the Budget Hearing this budget was duly approved and adopted as the maximum expenditure for the various funds for the year 2019; and
(3) the Amount(s) of 2018 Ad Valorem Tax are within statutory limitations.

		Page No.	2019 Adopted Budget		
			Budget Authority for Expenditures	Amount of 2018 Ad Valorem Tax	County Clerk's Use Only
Table of Contents:					
Computation to Determine Limit for 2019		2			
Allocation of MVT, RVT, and 16/20M Veh Tax		3			
Schedule of Transfers		4			
Statement of Indebtedness		5			
Statement of Lease-Purchases		6			
Fund	K.S.A.				
General	12-101a	7	31,000	5,884	
Debt Service	10-113				
Library	12-1220				
Special Highway		8	3,500		
Water		8	26,500		
Sewer		9	10,100		
Dog		9	80		
Non-Budgeted Funds		10			
Totals		xxxxxx	71,180	5,884	
Budget Summary		11			County Clerk's Use Only
Neighborhood Revitalization					

Tax Lid Limit (from Computation Tab)
Does the City Need to Hold an Election?

7,617
NO

Assisted by: Ashley Tatro
City Clerk

Address: 500 Lulu Ave
Manchester KS 67410

Email: ashley.tatro@aol.com

Maggie Slick-Mayor
Mayor
James Moon

Date Attested: _____, 2018

County Clerk

Governing Body

City of Manchester

2019

Computation to Determine Limit for 2019

	Amount of Levy
1. Total tax levy amount in 2018 budget	+ \$ 5.696
2. Library levy in 2018 budget	- \$
Other tax entity levy in 2018 budget	- \$
3. Net tax levy	\$ 5.696

2019 Budget Percentage Adjustments

4. New improvements for 2018 :	+ 0
5. Increase in personal property for 2018 :	
5a. Personal property 2018	+ 1.606
5b. Personal property 2017	- 1.633
5c. Increase in personal property (5a minus 5b)	+ 0
	(Use Only if > 0)
6. Valuation of annexed territory for 2018 :	
6a. Real estate	+ 0
6b. State assessed	+ 42.932
6c. New improvements	+ 0
6d. Total adjustment (sum of 6a, 6b, and 6c)	+ 42.932
7. Valuation of property that has changed in use during 2018 :	+ 0
8. Expiration of property tax abatements	+ 0
9. Expiration of TIF, Rural Housing, and NR Districts (Incremental assessed value over base)	+
10. Total valuation adjustment (sum of 4, 5c, 6d, 7, 8 & 9)	42.932
11. Total estimated valuation July 1, 2018	175.750
12. Percentage adjustment factor - Line 10 / (Line 11 - Line 10))	0.3232
13. Percentage adjustment increase (12 times 3)	+ \$ 1.841
14. Consumer Price Index for all urban consumers for calendar year 2017 (5 year average)	1.40%
15. Consumer Price Index adjustment (Line 3 times Line 14)	\$ 80
16. Total Percentage Adjustments	\$ 1,921

City of Manchester

Allocation of MV, RV, 16/20M, Commercial Vehicle, and Watercraft Tax Estimates

Budgeted Funds for 2018	Ad Valorem Levy Tax Year 2017	Allocation for Proposed Year 2019				
		MVT	RVT	16/20M Veh	Comm Veh	Watercraft
General	5,696	1,534	44	0	0	3
Debt Service						
Library						
TOTAL	5,696	1,534	44	0	0	3

County Treas Motor Vehicle Estimate 1,534

County Treas Recreational Vehicle Estimate 44

County Treas 16/20M Vehicle Estimate 0

County Treas Commercial Vehicle Tax Estimate 0

County Treas Watercraft Tax Estimate 3

Motor Vehicle Factor 0.26931

Recreational Vehicle Factor 0.00772

16/20 Vehicle Factor 0.00000

Commercial Vehicle Factor 0.00000

Watercraft Factor 0.00053

City of Manchester

2019

Schedule of Transfers

Expenditure Fund Transferred From:	Receipt Fund Transferred To:	Actual Amount for 2017	Current Amount for 2018	Proposed Amount for 2019	Transfers Authorized by Statute
	Totals	0	0	0	
	Adjustments*				
	Adjusted Totals	0	0	0	

***Note:** Adjustments are required only if the transfer is being made in 2018 and/or 2019 from a non-budgeted fund.

Items Purchased	Contract Date	Term of Contract (Months)	Interest Rate %	Total Amount Financed (Beginning Principal)	Principal Balance As Beginning of 2018	Payments Due 2018	Payments Due 2019
Totals					0	0	0

*****If you are merely leasing/renting with no intent to purchase, do not list--such transactions are not lease-purchases.**

**WORKSHEET FOR STATE GRANT-IN-AID TO PUBLIC LIBRARIES AND
REGIONAL LIBRARY SYSTEMS**

Budgeted Year: 2019

Library found in: City of Manchester
Dickinson County

Two tests are used to determine eligibility for State Library Grant. If the grant is approved, then the municipality's library will be paid the grant on February 15 of each year.

First test:

	Current Year <u>2018</u>	Proposed Year <u>2019</u>
Ad Valorem Tax	\$0	\$0
Delinquent Tax	\$0	\$0
Motor Vehicle Tax	\$0	
Recreational Vehicle Tax	\$0	
16/20M Vehicle Tax	\$0	
LAVTR	\$0	\$0
	<u>\$0</u>	<u>\$0</u>
TOTAL TAXES	\$0	\$0
Difference in Total Taxes:	\$0	
Qualify for grant:	Qualify	

Second test:

Assessed Valuation	\$173,560	\$175,750
Did Assessed Valuation Decrease?	No	
Levy Rate		
Difference in Levy Rate:	#VALUE!	
Qualify for grant:	#VALUE!	

Overall does the municipality qualify for a grant? **Qualify**

If the municipality would not have qualified for a grant, please see the below narrative for assistance from the State Library.

City of Manchester

2019

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Special Highway	Prior Year Actual for 2017	Current Year Estimate for 2018	Proposed Budget Year for 2019
Unencumbered Cash Balance Jan 1	522	803	1,223
Receipts:			
State of Kansas Gas Tax	2,610	2,620	2,630
County Transfers Gas	0	0	0
Interest on Idle Funds	0	0	0
Miscellaneous	0	0	0
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	2,610	2,620	2,630
Resources Available:	3,132	3,423	3,853
Expenditures:			
Street Repair and Maint	2,329	2,200	3,500
Cash Forward (2019 column)	0	0	0
Miscellaneous	0	0	0
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	2,329	2,200	3,500
Unencumbered Cash Balance Dec 31	803	1,223	353
2017/2018/2019 Budget Authority Amount:	3,000	5,000	3,500

Adopted Budget Water	Prior Year Actual for 2017	Current Year Estimate for 2018	Proposed Budget Year for 2019
Unencumbered Cash Balance Jan 1	7,775	9,775	11,775
Receipts:			
Charges to Customers	18,000	18,000	18,000
Interest on Idle Funds	0	0	
Miscellaneous	0	0	
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	18,000	18,000	18,000
Resources Available:	25,775	27,775	29,775
Expenditures:			
Salary & Benefits	3,500	3,500	3,500
Commodities	1,000	1,000	3,000
Contractual	7,000	7,000	10,000
Capital Outlay	4,500	4,500	10,000
Cash Forward (2019 column)	0		
Miscellaneous	0		
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	16,000	16,000	26,500
Unencumbered Cash Balance Dec 31	9,775	11,775	3,275
2017/2018/2019 Budget Authority Amount:	16,200	24,200	26,500

CPA Summary

City of Manchester

2019

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget Sewer	Prior Year Actual for 2017	Current Year Estimate for 2018	Proposed Budget Year for 2019
Unencumbered Cash Balance Jan 1	4,212	5,741	10,141
Receipts:			
Charges to Customers	9,500	9,500	
Interest on Idle Funds	0	0	0
Miscellaneous	0	0	0
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	9,500	9,500	0
Resources Available:	13,712	15,241	10,141
Expenditures:			
Salary & Benefits	2,500	2,500	2,500
Commodities	1,000	1,000	1,000
Contractual	1,600	1,600	1,600
Capital Outlay	2,871	0	5,000
Cash Forward (2019 column)	0	0	
Miscellaneous	0	0	
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	7,971	5,100	10,100
Unencumbered Cash Balance Dec 31	5,741	10,141	41
2017/2018/2019 Budget Authority Amount:	8,500	9,500	10,100

Adopted Budget Dog	Prior Year Actual for 2017	Current Year Estimate for 2018	Proposed Budget Year for 2019
Unencumbered Cash Balance Jan 1	135	70	45
Receipts:			
Charges to Customers	35	35	35
Interest on Idle Funds	0		
Miscellaneous	0		
Does miscellaneous exceed 10% of Total Rec			
Total Receipts	35	35	35
Resources Available:	170	105	80
Expenditures:			
Commodities	50	50	50
Fines	50	10	30
Cash Forward (2019 column)	0	0	0
Miscellaneous	0	0	0
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	100	60	80
Unencumbered Cash Balance Dec 31	70	45	0
2017/2018/2019 Budget Authority Amount:	110	110	80

CPA Summary

2019

NOTICE OF BUDGET HEARING

The governing body of
City of Manchester

will meet on 08/07/2018 at 6:30 pm at 610 Lina Ave Manchester for the purpose of hearing and
answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax.
Detailed budget information is available at 610 Lina Ave Manchester and will be available at this hearing

BUDGET SUMMARY

Proposed Budget 2019 Expenditures and Amount of Current Year Estimate for 2018 Ad Valorem Tax establish the maximum limits of the 2019 budget.
Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2017		Current Year Estimate for 2018		Proposed Budget for 2019		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2018 Ad Valorem Tax	Estimate Tax Rate*
General	14,930	32.819	15,000	32.819	31,000	5,884	33.479
Debt Service							
Library							
Special Highway	2,329		2,200		3,500		
Water	16,000		16,000		26,500		
Sewer	7,971		5,100		10,100		
Dog	100		60		80		
Non-Budgeted Funds							
Totals	41,330	32.819	38,360	32.819	71,180	5,884	33.479
Less: Transfers	0		0		0		
Net Expenditure	41,330		38,360		71,180		
Total Tax Levied	5,696		5,696		xxxxxxxxxxxxxxxxxxxx		
Assessed Valuation	172,442		173,560		175,750		

Outstanding Indebtedness,

January 1,	2016	2017	2018
G.O. Bonds	0	0	0
Revenue Bonds	0	0	0
Other	0	0	0
Lease Purchase Principal	0	0	0
Total	0	0	0

*Tax rates are expressed in mills

Ashley Tatro
City Official Title: City Clerk

AFFIDAVIT OF PUBLICATION
STATE OF KANSAS
DICKINSON COUNTY } ss.

Tim Horan being first duly sworn, deposes and says:
 That I am the editor of the Reflector-Chronicle, a daily newspaper printed in the State of Kansas, and published in and of general circulation in Dickinson County, Kansas, with a general paid circulation on a monthly basis, and that said newspaper is not a trade, religious or fraternal publication.

Said newspaper is a daily published at least 50 times a year; has been so published continuously and uninterruptedly in said county and state for period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Abilene, in said county, as a second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 consecutive weeks, the first publication thereof being made as aforesaid on the day of 7-26, 2018 with subsequent publications being made on the following dates:

_____, 20____, _____, 20____
7-26 _____

Printer's Fee \$ 57.20

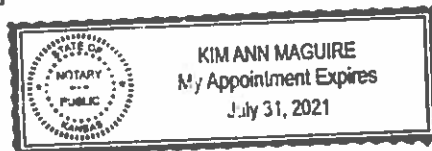
Subscribed and sworn to before me this 26th day of July, 2018

Kim Ann Maguire
 Notary Public

My commission expires 7-31-2021

Approved: _____

Judge _____



(First Published in The Abilene Reflector-Chronicle on July 26th, 2018)

NOTICE OF BUDGET HEARING

State of Kansas
City

The governing body of
City of Abilene

2019

will meet on 08/03/2018 at 6:30 pm at 600 East Ave. Boardroom for the purpose of hearing and
 reviewing adjustments of requests relating to the proposed use of all funds and the amount of all revenues tax.
 Detailed budget information is available at 600 East Ave. Boardroom and will be available at that hearing.

BUDGET SUMMARY

Proposed Budget 2019 Expenditures and Amount of Current Year Estimate for 2018 Ad Valorem Tax establish the maximum limits of the 2019 budget.
 Estimated Tax Rate is subject to change depending on the final adopted valuation.

FUND	Prior Year Actual for 2017		Current Year Estimate for 2018		Proposed Budget for 2019	
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2018 Ad Valorem Tax
General	14,950	32.617	11,200	32.319	11,600	32.476
Public Services						
Library						
Special Services	3,329		3,300		3,300	
Water	16,000		16,000		16,000	
Sewer	7,871		3,100		10,100	
Gas	100		66		80	
Non-Industrial Funds						
Total	41,350	32.617	34,366	32.319	41,180	32.476
Less: Transfers	0		0		0	
Net Expenditures	41,350		34,366		41,180	
Total Tax Levied	5,000		5,000		5,000,000,000	
Assessed Valuation	177,243		173,360		173,360	
Outstanding Indebtedness						
January 1,	2016		2017		2018	
G.O. Bonds	0		0		0	
Revenue Bonds	0		0		0	
Other	0		0		0	
Less: Purchase Principal	0		0		0	
Total	0		0		0	

*Tax rates are expressed in mills

Abilene Taxes
 City Official Title City Clerk